

TRANSPORTATION ASSET MANAGEMENT COUNCIL

April 10, 2019 at 1:00 p.m.

MDOT Aeronautics Building, 2nd Floor Commission Room

2700 Port Lansing Road

Lansing, Michigan

MINUTES

**** Frequently Used Acronyms List attached**

Members Present:

Christopher Bolt, MAC/Jackson DOT
Joanna Johnson, CRA/RCKC – Chair
Gary Mekjian, MML
Jonathan Start, MTPA/KATS
Jennifer Tubbs, MTA
Brad Wieferich, MDOT

Derek Bradshaw, MAR/GLS Region V
Bill McEntee, CRA – Vice-Chair
Robert Slattery, MML
Rob Surber, DTMB/CSS
Todd White, MDOT

Support Staff Present:

Niles Annelin, MDOT
Gil Chesbro, MDOT
Rebecca Curtis, MDOT
Dave Jennett, MDOT
Gloria Strong, MDOT

Roger Belknap, MDOT
Tim Colling, MTU/LTAP, via Telephone
Mark Holmes, DTMB/CSS
Polly Kent, MDOT

Public Present:

Amber Hicks, MIC, Admin. Support
Aaron Verhelle, RCOC

Jessica Moy, MIC Executive Director

Members Absent:

None

1. Welcome – Call-To-Order:

The meeting was called-to-order at 1:15 p.m. Everyone was welcomed to the meeting.

2. Changes or Additions to the Agenda (Action Item):

2.a. – Service Award Presentation – J. Johnson

Polly Kent, MDOT, Asset Management and Policy Division Administrator, was presented with a service award from TAMC for her work with the Council.

3. Public Comments on Non-Agenda Items:

None

4. Consent Agenda (Action Item):

4.1. – Approval of the March 6, 2019 Meeting Minutes (Attachment 1)

Motion: B. McEntee made a motion to approve the March 6, 2019 meeting minutes; J. Tubbs seconded the motion. The motion was approved by all members present.

4.2. – TAMC Financial Report (Attachment 2)

R. Belknap provided the April 5, 2019 TAMC Budget Expenditure Report for the Council's review.

5. Presentations – G. Chesbro:

G. Chesbro presented “Understanding the 2016 Forecasts to the Council.” He reviewed past data from 2013 to 2016, showing the differences in the data used to do his forecast analysis for 2016. The summaries provided in the annual report shows differences from 2015 to 2016. A lot of this data is a function of economic activity. He also provided comparisons of past data and recent data from 2013 to 2018. In FY 2017, there was an increase of funds invested in pavements so the trunkline expenditures were higher than former years. The change matrix from the PASER ratings were from 2013-2017. The 2016 data forecast showed a significant increase in poor roads for that cycle. The Southeast Michigan Council of Governments (SEMCOG), would like to understand why there is such a large difference in the 2016 data analysis. For the year 2016, the data showed that more roads were poor; then in 2017, the data showed more roads were fair. There were many data factors that were reviewed and then validated at the end of the data review process. Part of the discrepancy may be in how the model is validated. The 2016 report and model used 2013 to 2016 data. To update the change matrix, G. Chesbro goes back four years. He runs two models - trunkline and non-trunkline modals. G. Chesbro has reviewed the past data and his past data analysis with MDOT staff who provides the revenue forecasting and trunkline/non-trunkline modeling data to him to better explain the data provided for the annual report. MDOT staff determined that different factors, such as an increase in funding in 2015, harsh subzero snowy weather conditions in 2013 and 2014, and data collections being done every two years as opposed to every year, were responsible for the large changes in the 2016 forecast. The Council requested that G. Chesbro and MDOT staff take another “deep dive” into the past data, validate the PASER ratings, and see if they get the same large change. G. Chesbro informed the Council that he did re-review the past data but will review it again. The Council also requested that G. Chesbro contact Tom Bruff, at SEMCOG, to verify what his concerns are with the 2016 analysis. The Council would like this data analysis review done right away and have those findings placed in the 2018 TAMC Roads and Bridges Annual Report that is due May 2, 2019.

At this time, the Council does not want pavement data forecasting analysis placed in the 2018 annual report until the data modeling is adjusted to make it easier to understand. It was suggested that verbiage be placed in the report stating that TAMC is taking some time to review the data analysis model.

Motion: J. Tubbs made a motion for G. Chesbro and the MDOT staff to review past data to validate the large change that occurred in the 2016 data forecasting analysis report; D. Bradshaw seconded the motion. The motion was approved by all members present.

Action Item: G. Chesbro will work with MDOT staff and do another review of the past data to validate the 2016 data forecast analysis. He will also contact Tom Bruff, at SEMCOG, to verify what his concerns are with the 2016 analysis. G. Chesbro will provide the results of the data review to the TAMC Data Committee on April 24, 2019.

6. – Correspondence and Announcements:

6.1. – Update on TAMC/APWA Spring Conference, May 21-23, 2019 – G. Strong

The TAMC and the American Public Works Association (APWA) Conference will be held on May 22-23, 2019, at the Treetop Resort in Gaylord, Michigan. APWA will hold their annual golf outing on May 21, 2019, as well as, a welcoming reception in the evening at the main lodge, where everyone attending the conference can participate. On Wednesday, May 22, 2019, in the morning TAMC will be in the Oak Room of Treetops Resort and APWA will be in the Conference Center. In the afternoon, TAMC and APWA will hold joint sessions in the Conference Center. The Council likes the idea of having the attendees move around in the afternoon. It helps them re-focus after lunch and gives them a chance to stretch their legs. APWA will have a vendor tent located outside of the Conference Center on Wednesday, with displays on the inside and equipment on the outside. On Thursday, May 23, 2019, APWA will hold APWA only sessions. G. Strong is working with APWA conference planners and MTU on the logistics. TAMC conference attendees will lodge at the Otsego Resort approximately 5 minutes away from the Treetops Resort. Currently, TAMC has received \$4,500 in sponsorships. The sponsorships will help cover breakfast and lunch expenses.

7. – Michigan Infrastructure Council Update – J. Johnson/J. Moy

7.1. – MIC 180 Day Report 9 – J. Moy (Attachment 5)

The Council received a copy of the March 5, 2019 Michigan Infrastructure Council 180-day Report - Developing a 30-year Infrastructure Strategy for Michigan. The report addresses the critical need to address Michigan's infrastructure and how the MIC plans to work with the community to correct and make improvements to the infrastructure through collaborative efforts and sound financial investments.

Summits will be held across the state. Subjects being discussed at the summits will be introductions to MIC/TAMC/WAMC, basic introduction to asset management, and training.

7.2. – X-Council Meeting Update – J. Johnson/D. Bradshaw

The X-Council meets once a month. On the WAMC side, they are discussing what the key components are to do cross assessments. They have been meeting with private utility company's leadership and have found they are more than willing to provide information to assist the X-Council. They are also coming up with ways to work with them to figure out where there are overlaps that they can work together without the private utilities releasing any private and/or confidential information. Local entities may be able to expedite services in order to help move things along. This subject will be the topic for the next few meetings. At this time, it is not known what the overall condition is of Michigan's infrastructure. The X-Council is trying to find some unifying matrix between the MIC, TAMC, and WAMC.

8. – Old Business:

8.1. – 2018 TAMC Roads and Bridges Annual Report– D. Jennett (Attachment 6/Action Item)

The annual report is coming along well. A copy of the revised draft report was provided to the Council members. D. Jennett will place a reference of the 2016 data review findings with an asterisk (*) on the reports forecasting page stating to see the back of the report for an explanation of the 2016 data review findings. He will then place the last four years on the last page and state why there was such a difference in the 2016 data analysis.

The Council reviewed in detail the draft annual report and provided changes that D. Jennett will make to the report. Support staff is working on adding a new introduction and pictures to the report, which includes a new picture on the cover. They will also add the Bridge Committee's changes that were recently received and update the "Year in Review" section of the report. The Council would like to keep the roads and bridges graphs the same as last year, if possible. They feel the graphs provide a good visualization of the data.

Motion: A motion was made by B. Slattery to approve the 2018 TAMC Roads and Bridges Annual Report with the changes discussed and provided by the Council and Bridge Committee, including what was discussed regarding the explanation of the 2016 road data forecasting; J. Start seconded the motion. The motion was approved by all members present.

8.2. - TAMC Work Program Update – P. Kent (Attachment 7)

P. Kent provided a draft April 2019 work program for discussion with additional notes showing specific to each of the tasks, budgeted costs (to TAMC), frequency, who is responsible to handle the task, and year(s) of completion. She has added a column to the work program that references the previous workplan. This document will help with planning the agenda and items of discussion at the June 5, 2019 TAMC Strategic Planning Session, particularly the second part addition, which shows the recently added tasks to the program.

8.3. – TAMC 2019 Strategic Planning Session, June 5, 2019, Aeronautics Bldg, - P. Kent (Attachment 8)

The June 5, 2019, Strategic Planning Session will review key 2020-2022 work program goals, estimated costs, and priorities for each committee. Each committee has been asked to provide any discussion items by the end of April. P. Kent has provided a copy of an addition to the 2019 work program of tasks recently added to the program, that need to be discussed and reviewed by the Council.

9. Committee Reviews and Discussion Items:

9.1. – Bridge Committee – R. Curtis

9.1.1. – Continuing Culvert Future Efforts into the Future

The Bridge Committee will now be focusing on Culvert data and efforts at future meetings. The past few meetings were mostly focused on pulling together data and reviewing documents prepared by R. Curtis for the annual report.

9.2. – ACE Committee – J. Start

9.2.1. – TAMC Policy for Submittal and Review of Asset Management Plans

The draft of the policy instructing agencies to submit their asset management plans to comply with the requirements of Public Act 325 was provided to the Committee for their review and comment. It will be discussed at the June 5, 2019 Strategic Planning Session.

9.2.2. – PASER Certification Program – Policy Update

This was not discussed at today's ACE Committee meeting. However, MTU currently has this in their PASER training. T. Collings wanted clarification of when the Data Collection Policy will go into effect. Since MTU already had the first session, conducted the certification exam, and letters have been sent out certifying them for only one year, he recommends that the effective date be effective next year in time for MTUs next training cycle. The Council decided that the policy go into effect this year (2019), and for those that just received their certification last month (2019), they should automatically be allowed to extend their certification for two years (until 2021). MTU will reissue those that were recently certified new letters stating they are certified for three years instead of one.

Other items of discussion at today's ACE Committee meeting were the Ace Committee nominated G. Mekjian as the new Vice Chair and re-elected J. Start as Chair. Also, TAMC has received five nominations for the TAMC awards to be presented at the Spring conference. The committee decided to present an award to all five nominations. For next year, support staff will create and use a scoring matrix to help decide between multiple nominations. This will help narrow down which nominations may have made more of an effort and present awards to only the top nominations.

9.3. – Data Committee – B. McEntee

9.3.1. – Investment Reporting Compliance Summary Report (Attachment 9)

A copy of the April 5, 2019 Summary Statistics was shared with the Council.

9.3.2. - Update on Paving Warranties and the TAMC IRT – B. McEntee

TAMC needs to add statewide warranty projects to its data base. The main goal is to be able to generate a statewide report and map showing warranty projects across the state for all agencies. CSS will be adding the warranty program information to the TAMC interactive map. MTU will provide the training on the warranty program. CSS has about a week's worth of work to complete for both the warranties and IRT applications. They will begin testing those applications in a couple of weeks. Those projects costing \$2 million or higher are required to have warranties under state law. Projects below that amount are

not required to be reported. There are currently 900 projects reported in the data set as having warranties. The cities of Marquette and Portage have warranties on all of their projects. However, it is not mandatory for them to share this information. TAMC must have the warranty applications completed by September 2019, as everyone must have their program approved by September 12, 2019. CSS will check to see if they can link to the State Transportation Improvement Program (STIP)/TIPs and if that warranty information can be uploaded into the IRT. It was suggested that agencies place in the IRT the year they are planning on doing planned projects and give a year as opposed to a date that the road will be back open to traffic. Because agencies have different year end dates, this is a problem. The project completion date is attached to the ADARS Report for that agency. When they put in a planned completion date that determines what fiscal year that project is recorded in and that date has to correlate with the ADARS Report.

Ed Hug from SEMCOG, will be talking to 6 or 7 communities in the SEMCOG region that has a lot of IRT projects, about entering their warranties in the IRT. There will be further discussions on warranties next week at the Data Committee meeting and the committee will provide an update to the full Council in July.

9.3.3. – Traffic Signal Survey/Inventory Pilot and Subject Matter Experts Update

B. McEntee had invited subject matter experts from MDOT and Oakland County to participate in TAMC Data Committee meetings. B. McEntee came up with a list of 14 elements that he feels should be collected for traffic signals based upon the discussions that were had with the subject matter experts in February. He shared those with T. Colling at MTU, and 13 out of 14 on his list are already in the Roadsoft system. B. McEntee asked the Data Committee members to review the list and place in two categories – desirable and undesirable. He then sent that list to Oakland County for their comments, and once he receives the comment from Oakland, he will forward them to the MDOT signal group for their review and comment. In a couple of weeks, they will revisit this and see if there should be any deletions from the list of elements. They will check to see if the Roadsoft traffic signal database can export those 13 or 14 elements. Later, agencies will report these elements in their asset management plans. MTU is also working on a risk of failures template that is required to be placed in the asset management plans. B. McEntee feels it would be helpful for the full Council to get written information and/or a half hour training session on risk of failure at the September full Council meeting.

9.4. - Michigan Center for Shared Solutions – C. Granger

CSS is currently working on the warranty, dashboards, Metropolitan Planning Organization and Regional Planning Organization, and the three-year projects reports, which all are about half way done. Their next set of work is the culvert work. CSS will meet with the Data Committee to discuss their next set of priorities for the rest of the year.

9.5. – Michigan Technological University/Technical Assistance Reports – T. Colling

9.5.1. – Monthly Activities Report (February 1-28, 2019) (Attachment 10)

A copy of the Activities Report for the reporting period of February 1-28, 2019, was provided to the Council.

9.5.2. – Monthly Training Report (February 1-28, 2019) (Attachment 11)

A copy of the Training Report for the reporting period of February 1-28, 2019, was provided to the Council. MTU is currently doing training in the Upper Peninsula. MTU is also working on a template and will have the template ready for review at the June 5, 2019 Strategic Planning Session.

10. Public Comments:

None

11. Member Comments:

G. Mekjian reported that at the end of February, the APWA had a legislative reception and approximately 12 legislators attended. None of the legislators knew about TAMC. There is obviously a disconnect between TAMC and the legislature. TAMC has been making efforts to connect with the legislature in the past. TAMC has sent them the annual report every year, they have made special packages regarding TAMC events and sent them to the legislature, and held a special legislative breakfast inviting them all to attend and have not had a positive response. It was suggested that TAMC do a report by legislative district every year or two during the off season at the first of the year. TAMC currently only reports by state boundaries or regional boundaries. P. Kent stated this was a work program task in the past. In the past, CSS was asked to provide an estimate of cost in order to do the legislative district report and their estimate was \$13,000 - \$16,000. The regional planning agencies do report by conditions to the legislatures. The Governor's Budget does a report for National Functional Classification (NFC) roads by legislative districts. J. Johnson requested that everyone, whenever possible, share information regarding TAMC in order to get the TAMC information to as many people as possible. J. Johnson will also work with support staff and try to get in front of the transportation committees, just in terms of providing data. The MIC may also be able to assist with this effort. TAMC can also share the annual report with all transportation agencies. The Council would like to add this to the Strategic Planning Session agenda.

There was an inquiry about the status of the Detroit Free Press request for information on bridges by agency. This has not been completed because support staff is waiting on the release of the annual report. Otherwise, TAMC will be giving them something that currently does not exist. The annual report is still in draft form. This is considered a Freedom of Information Act (FOIA) request because the Detroit Free Press is an outside entity. Support staff must inform the Detroit Free Press that they must request this information through FOIA.

Action Item: The Council would like to add reaching out to the legislature to the Strategic Planning Session agenda in June.

Action Item: R. Belknap must inform Detroit News that their request must be done through a FOIA request.

12. Adjournment:

The meeting adjourned at 4:17 p.m. TAMC will hold its Strategic Planning Session on June 5, 2019, 9:00 am – 4:00 p.m., MDOT Aeronautics Building. The next full Council meeting will be held July 10, 2019 at 1:00 p.m., MDOT Aeronautics Building, 2700 Port Lansing Road, 2nd Floor Conference Room, Lansing, Michigan.

TAMC FREQUENTLY USED ACRONYMS:	
AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYSTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADA	ADULTS WITH DISABILITIES ACT
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CFM	COUNCIL ON FUTURE MOBILITY
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)

CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
ESC	EXTENDED SERVICE LIFE
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MIC	MICHIGAN INFRASTRUCTURE COMMISSION
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RBI	ROAD BASED INVENTORY
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

